

STATE OF CALIFORNIA – DEPARTMENT OF FINANCIAL PROTECTION AND INNOVATION
POSITION DUTY STATEMENT
DFPI-HR0 203 (Rev. 08-21)



NAME Vacant	EFFECTIVE DATE
CLASSIFICATION TITLE Attorney III	POSITION NUMBER 410-x30-5790-xxx
WORKING TITLE Senior Counsel	DIVISION/OFFICE/UNIT/SECTION Office of Financial Technology Innovation
BARGAINING UNIT R02	GEOGRAPHIC LOCATION

General Statement: Under the general direction of the Deputy Commissioner, the Attorney III is responsible for making recommendations for regulation of and providing legal guidance on the application of laws under the Department’s jurisdiction regarding emerging and established financial products and services. Duties include, but are not limited to, the following:

A. Specific Assignments [Essential (E) / Marginal (M) Functions]:

- 40% (E) Make recommendations for regulation of financial products and services subject to the Department’s jurisdiction and place emerging products in the legal context of existing legal opinions, rules, and actions. Review and analyze legal questions related to innovative technologies in financial services and provide guidance as to how to ensure that innovative financial products protect Californians. Perform legal research and analysis, and draft reports, memos and legal opinions regarding all laws under the jurisdiction of the Department; identify potential legal gaps, inconsistencies and conflicts as well as proposed solutions; analyze legislation, regulations, policies and court rulings affecting the programs, duties, functions and responsibilities of the Department. Develop research and policy proposals related to innovative financial products and services.
- 40% (E) Provide legal guidance on new innovative technologies and financial products and services to internal and external stakeholders. Work with internal and external stakeholders. Give talks, prepare interpretive opinions and otherwise share the Department of Financial Protection and Innovation (DFPI) expertise and information with external parties. Consult with and advise the Deputy Commissioner and others within DFPI on legal and policy issues. Advise Executive Management on critical and time-sensitive legal and policy issues involving innovative technologies and innovative financial products and services.
- 15% (E) Identify and advise OFTI staff and others on emerging legal risks and opportunities and prepare recommendations on Departmental policy. Research and analyze legislation, rules and other policy developments, and use the

POSITION DUTY STATEMENT

DFPI-HRO 203 (Rev. 08-21) Page 2 of 3

insights to advise DFPI staff on approaches to innovative technologies, products and services. Draft proposed revisions for all laws and regulations under the jurisdiction of the Department that impact innovative financial technologies, products and services.

5% (M) Performs other related duties as required.

B. Supervision Received

The Attorney III reports directly to the Deputy Commissioner for the Office of Financial Technology Innovation and is expected to carry out their duties under the direction of the Deputy Commissioner.

C. Supervision Exercised

None.

D. Administrative Responsibility

None.

E. Personal Contacts

The Attorney III must work daily across the organization via email, chat, Teams, virtual and in person meetings and other means to conduct the work of the OFTI, including engaging with Legal, New Covered Persons, Legislative, External Engagement, Banking, Credit Unions, BDIA, CFL and other teams, as well as regularly engage with other governmental agencies (i.e., Local/federal/international,); the general public; DFPI Executive staff; and others in the California government.

F. Actions and Consequences

If the Attorney III does not do the required job, responsible financial technology innovation may be hampered, consumers may be harmed, and California jobs may be lost.

G. Functional Requirements

The incumbent works 40 hours per week in either are remote or office setting. Using a personal computer and telephone for research, meetings, and other job duties is required. The position requires bending and stooping to retrieve files, sitting and standing consistent with office work, and light lifting of no more than 25 lbs.]

H. Other Information

Exercises good judgment in decision-making, exercises creativity and flexibility in problem identification and resolution, and manages time and resources effectively. Works well with others, under changing priorities, and work irregular hours when workload dictates. Regular attendance and punctuality are essential. Possesses good

POSITION DUTY STATEMENT

DFPI-HRO 203 (Rev. 08-21) Page 3 of 3

written and verbal communication skills. The incumbent may be required to travel occasionally.

CONFLICT OF INTEREST

This position is subject to Title 10, § 250.30 of the California Code of Regulations, the Department of Financial Protection and Innovation’s Conflict of Interest Regulations, the incumbent is required to submit a Statements of Economic Interests (Form 700) within 30 days of assuming office, annually by April 1st and within 30 days of leaving office.

I have read and understand the duties listed above and I can perform these duties with or without reasonable accommodation. (If you believe reasonable accommodation is necessary, discuss your concerns with the hiring supervisor. If unsure of a need for reasonable accommodation, inform the hiring supervisor, who will discuss your concerns with the Health & Safety analyst.)

Employee Signature

Date

Employee’s Printed Name, Classification

I have discussed the duties of this position with and have provided a copy of this duty statement to the employee named above.

Supervisor Signature

Date

Supervisor’s Printed Name, Classification